

# ***Enforcement Milestone Report Fact Sheet***

*Summary: User-specified search criteria return a list of milestones associated with any type of enforcement action; their details and status. This report contains data from both CIWQS and SMARTS.*

## **Using the Report (Navigation)**

### **Location**

This report is located under the Run Reports link in CIWQS under the Enforcement heading.

### **Search Criteria**

Region, County, Staff, Enforcement Type, Enforcement Action Status, Program, Milestone Type, and Milestone Status are “pick lists.” Pick lists display several items and have scroll bars on the right side. A pick list allows the user to select multiple values. Hold down the Ctrl key and left click to select multiple values in any order you choose. Hold down the Shift key and left click to select everything between two values. Hold down Ctrl and left click to deselect.

WDID, Facility Name, and Responsible Party are free text fields. They contain an implied wildcard and are not case sensitive. For example, the user can enter the entire WDID or a few numbers or letters associated with the id (e.g., AP will return milestones associated with enrollees under the statewide aquatic pesticides permit, because these WDIDs contain the character string “AP”). Similarly, the user can enter part or all of the Facility or Party Name.

The Enforcement Effective Date and Milestone Planned Date boxes are free text and require the format MM/DD/YYYY (e.g. 01/08/2007 for January 8, 2007). The user can click on the calendar icon on the right to select a value with the mouse rather than typing it in.

The final gray button, which is called “Run Report,” starts the query.

### **Hyperlinks**

Values that are blue and underlined are hyperlinks. Clicking on them will either route the user to another location in CIWQS or the report or will open a new window.

The link “Home” at the top right of the report takes you to the CIWQS menu. The link “Reports” takes you to the Run Reports Menu.

The report has a link to a printer friendly version and a link to export the report to Excel.

The user may choose to “Refine Search,” which returns the user to the search screen with their original criteria retained or to run a “New Search,” which clears those values.

The report displays 50 records at a time. Click “Next” to look at the next set of 50 or “Previous” to look at the preceding 50. Click on the upside down triangle to select another range of records (i.e. 501-550).

The hyperlinks in the column headings allow you to sort the data based on that column. Clicking on a heading twice sorts the data in reverse. Sorting is done across all pages.

A hyperlink with a (+) indicates multiple values. Clicking on it will open a popup that displays all applicable values.

## **Summary Search Criteria**

- Region
- County
- Staff
- Enforcement Type
- WDID
- Enforcement Action Status
- Program
- Facility Name
- Responsible Party
- Milestone Type
- Milestone Status
- Enforcement Effective Date Range
- Milestone Planned Date Range

The Enf. Action ID links into the CIWQS record. The Responsible Party name links to the Party At-A-Glance report and the Facility name links to the Facility At-A-Glance report. Project/Liability Name drills into the Project or Liability under the Enforcement Tab of the Regulatory Measure record.

## How current is the data?

This report is on a nightly refresh schedule, which means that changes made in CIWQS or SMARTS will not be reflected until the next day. Reports are constructed from all entered data as of the close of business the previous day. If the refresh fails, the data in the report will be stale. Please notify the CIWQS Help Center (866)-792-4977 or [ciwqs@waterboards.ca.gov](mailto:ciwqs@waterboards.ca.gov) if you believe a report has not been refreshed.

## Where is this information coming from?

**Enf. Action ID** – the Regulatory Measure ID of the enforcement action. This is a unique identifier. In SMARTS, this identifier can be found under the Enforcement tab and is displayed in the report with a leading “S.”

**Region** – the party related to the enforcement action regulatory measure with the role of “regulating” (Related Parties tab). In SMARTS, this is found under the Site Info tab.

**WDID** – comes from the General Info tab of the enforcement action. In SMARTS, this is a read-only field in the header and is constructed from the region and county entered on the Site Info tab and an auto-generated sequential number.

**Responsible Party** – the party selected as the Responsible Party in the Project or Liability. In SMARTS, this is the owner (CONSTW) or the operator (INDSTW).

**Facility** – the facility or child of facility with the role of “regulated by” (Related Places tab). In SMARTS, the Facility Name is found under the Site Info tab.

**Enforcement Type** – this is the regulatory measure type of the enforcement action (General Info tab). In SMARTS, this is the Enforcement Action Type found in the applicable record under the Enforcement tab.

**Enf. Action Order No.** – the number found in the Order/Resolution field of the enforcement action regulatory measure (General Info tab). In SMARTS, this is the Order/Resolution Number related to the applicable record under the Enforcement tab.

**Enf. Action Status** – the status of the enforcement action regulatory measure (General Info tab). In SMARTS, this is the status related to the applicable record under the Enforcement tab.

**Program** – the program(s) associated with the enforcement action regulatory measure (General Info tab). In SMARTS, this is read-only field in the header called “Business Type.”

**Effective Date** – the effective date of the enforcement action regulatory measure (General Info tab). In SMARTS, this is the issuance date found in the applicable enforcement record under the Enforcement tab.

**MMP** - this field in the report is a “Y” if the “Addresses an MMP?” radio button in the project or liability is “Yes” and is “N” when it’s “No.” (Enforcement Tab – Discharger Projects and Liabilities). In SMARTS, this is a dropdown found in the project or liability.

**Proj/Liab** –this field indicates whether the milestone is associated with a project or a liability. In both CIWQS and SMARTS, where it is called “Type”, it is a dropdown. In CIWQS, once the record is saved, it becomes read-only.

## Report Fields

- Enf. Action ID
- Region
- WDID
- Responsible Party
- Facility
- Enforcement Type
- Enf. Action Order No.
- Enf. Action Status
- Program
- Effective Date
- MMP
- Proj/Liab
- Project/Liability Name
- Type
- Description
- Proj/Liab Comments
- Milestone Type
- Milestone Comments
- Status
- Water Code
- Due Date
- Actual Date
- Milestone Amount
- Paid/Spent Amount
- Staff Person

## Report Facts

- Each row of the report represents a milestone that meets the search criteria. One enforcement action may have multiple rows.
- “None” is not alphabetized with the “N”s

**Project/Liability Name** – in both CIWQS and SMARTS this is from the name field in the project or liability

**Type** – this is the type field in the project. In SMARTS, it is the “subtype.” For liabilities, it reads “Liability.”

**Description** - this is the description field in the project or liability

**Proj/Liab Comments** – in CIWQS, this is the comments field in the project or liability. There is no Comments field in SMARTS.

**Milestone Type** – in both CIWQS and SMARTS, this is the Milestone Type field, which is a dropdown in the project or liability

**Milestone Comments** – in CIWQS, this is the Comment field in the milestone. In SMARTS, it is the Description field in the milestone.

**Milestone Status** – this is the Status field in the milestone

**Water Code** – this is the Water Code in the milestone

**Due Date** – in CIWQS, this is the Due Date of the milestone. In SMARTS, it is the Date Planned field.

**Actual Date** – in CIWQS, this is the Actual Date of the milestone. In SMARTS, it is the Date Actual field.

**Milestone Amount** – in CIWQS, this is the Milestone Amount field in the milestone. In SMARTS, it is the Assessed Amount.

**Paid/Spend Amount** - in CIWQS, this is the Paid/Received Amount field for liabilities and the Spent Amount field for projects. In SMARTS, it is the Received Amount for liabilities and the Spent Amount for projects.

**Staff Person** – this is the person linked to the Enforcement Action with the role of “Staff”

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